

City of Lowell
Job Description
Please Post: August 19, 2016
Deadline: September 2, 2016
Police Department
Motor Equipment Repair Person

Job Title: Motor Equipment Repair Person (2000-57, 2312)
Department: Police Department
Reports To: Fleet Manager, Police Mechanic
Salary: \$17.2405/hr (min) to \$20.6533/hr (max)– 40 hours per week
Union: AFSCME, Local 1705

SUMMARY

Under supervision, performs cleaning, maintenance and repairs to police motor equipment. Performs preventative maintenance to all safety related equipment in current use.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Under direction and supervision of police fleet manager or police department mechanic, performs skilled repair and maintenance of police emergency equipment; Inspect, diagnose and repair gasoline and diesel powered vehicles and other engine powered equipment; Diagnose and repair all emergency warning systems, including but not limited to strobe lights, sirens and radios; diagnose and repair air conditioning and climate control systems; diagnose and repair A.B.S. braking systems; diagnose and repair carburetor and or fuel injection systems; performs all suspension related diagnostics and repairs; diagnose and repair all manual and automatic transmission systems; diagnose and repair all computer related engine control systems; replace faulty or worn parts; perform preventative maintenance tasks such as lubrication, oil change, fuel and air filters and other related duties; wash, clean and vacuum police vehicles; test drive vehicles to insure safe operating condition; ability to operate personal computers and to maintain routine reports and service records.

May perform other related duties as required.

SUPERVISORY RESPONSIBILITIES

May supervise small crew of workers at a lower skill level.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Two years of demonstrated experience and/or training in the above areas; Good working history; ability to get along well with others; ability to deal tactfully with the public; good driving record. Complete knowledge of repair, maintenance and troubleshooting of motor vehicles and related parts and equipment. Knowledge of the safety practices followed in motor vehicle maintenance.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Current and valid driver's license, commensurate with equipment being repaired (Hoisting License), required within one year of hire.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee is occasionally required to sit and climb or balance. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and fumes or airborne particles. The employee is occasionally exposed to high, precarious places; toxic or caustic chemicals; outside weather conditions; risk of electrical shock; and vibration. The noise level in the work environment is usually moderate.

The City of Lowell is a smoke and drug free employer and requires physical with drug screen, and CORI post offer.

Qualified individuals send application/resume with cover letter to the Human Relations Office, Mary Callery, HR Director Room 19 - City Hall, Lowell, MA 01852 by 4:00 PM: Deadline: September 2, 2016.

Applicants may also send resume with cover letter to fax 978-446-7102 or email to cityjobs@lowellma.gov

EOE/AA/504 Employer